

Excel II

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Location: Library Computer Lab

Date: Monday, April 2, 2012 (All day)

Start & End Time: 6:00pm - 8:30pm

All Day Event: No

This class will offer students a review of the skills learned in Excel I and introduce them to inserting cells, sorting data, formatting spreadsheets, and entering formulas. Hands-on exercises will include changes to pre-existing spreadsheets. This class assumes the student has some experience with Windows and using a mouse, and has taken the Introduction to Excel class. Intermediate class.

Classes are FREE but we do ask that you call (903) 237-1354 or stop in and register in advance. Also, if you sign-up for a class and cannot make it, please be considerate and call and cancel with us so that we may give your spot to someone else. We hate turning away people, as many of our classes do fill up!

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Links:

[1] <http://library.longviewtexas.gov/category/event-types/events>